

Expectations for the use of the ICT in Year 6:

- Make sure educators in our school can see our screens at all times
- Log out of device when finished
- Carry device between school spaces in your tote bag
- Talk to a grown up if you receive something from someone you don't know
- When you are not using your device ensure it is returned to the trolley and placed on charge
- If you walk past a device that has been left return it to the trolley
- Use technology for its intended purpose
- Download approved Chrome extensions only
- Use technology in a respectful manner that does not put the device(s) or others at risk of harm, damage or injury
- Customisation: Profile picture must be selected from G/PG rated content, username cannot be changed, approved extensions only, browser default colour can be changed
- All customisation occurs within allocated time each term
- Seek approval before watching a Youtube video
- Make sure we finish eating and drinking and wash our hands before using technology
- Collaborate positively, respectfully and appropriately in online environments, including the G Suite apps and report any inappropriate behaviour to an educator
- Do not create an account or log in to any app or site until written parental permission has been given to the school. (Notes will be sent home from the school should the need for an account arise)
- Keeping our hands to our own devices, e.g. not logging people out or pressing the power button on others' devices
- Searching appropriate sites as per the needs of the task.
- Access educational sites and learning games.

Consequences for not using technology appropriately:

Improper Use of Technology

- Friendly reminder (1 warning)
- 2nd time – device will need to be put away. No use of technology for the remainder of the day
- Serious or repeated offences – network access turned off and learning coach will contact family

Broken or Damaged Devices

- Conference with learning coach
- Network access turned off for 1 week (or otherwise negotiated based on learning needs)
- 4 hours of community service to the school (broken into short daily time of 15 minutes.)

Safety and Security Commitments:

- Keep your passcode secret from others (easy enough for you to remember)
- Keep other people's information safe, e.g. email address'
- Communicate only with people that you know
- Inform a parent/adult that you trust if contact has been made from a stranger
- Food and drink should not be consumed around technology
- Ask for help if something appears on your screen that you are not sure about
- Do not create an account or log in to any app or site until written parental permission has been given to the school. (Notes will be sent home from the school should the need for an account arise)

Student: _____ Family member : _____ Learning Coach: _____

Date: _____ Date: _____ Date: _____